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4 AUG 1981

CIA REGISTRY
FILE *Pers-4*

MEMORANDUM FOR: Director of Communications
 Director of Data Processing
 Director of Finance
 Director of Information Services
 Director of Logistics
 Director of Medical Services
 Director of Security
 Director of Training and Education

FROM: Harry E. Fitzwater
 Deputy Director for Administration

SUBJECT: Appointment to the CIA Federal Women's Program Board

1. The Directorate of Administration currently has two vacancies on the Federal Women's Program Board (FWPB). It is requested that your Office nominate a candidate to be considered for one of these vacancies. The individual selected will serve a 1-year term to end in August 1982.

2. The Federal Women's Program Board was founded and approved by the DCI in 1972 to address issues which impact on the employment, promotion, and assignment of women. Therefore, membership on the FWPB is an official Agency responsibility and members are expected to devote the necessary scheduled time to Board activities.

3. In order to achieve a balanced membership on the Board, members should represent all Directorates and working staffs. The most important factor is that the candidates have a genuine interest in promoting equality of opportunity for women.

4. Please forward the names of your candidates to the EEO/DDA Office, Room 6E-2917, Headquarters, by 12 August 1981. All questions concerning this request should be directed to [redacted]

STA

[redacted]
 Harry E. Fitzwater

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